

25/05/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 2 OF FISCAL YEAR 1991

POST : PRAGUE

| | NUMBER | % OFFICER-TIME CANADA | LOC-ENG | TOTAL-TIME PERSON-QTR |
|--|---------|-----------------------|---------|-----------------------|
| A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA | : 228 | 27.00 | 49.50 | 1.53 |
| FROM TERRITORIES | : 335 | 9.00 | 18.50 | 0.55 |
| B. VISITS TO CLIENTS IN TERRITORY | : 31 | 5.00 | 5.00 | 0.20 |
| C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS | | | | |
| FAIRS | : 1 | 3.00 | 10.00 | 0.26 |
| MISSIONS | : 3 | 4.00 | 5.00 | 0.18 |
| CONFERENCE SEMINARS | : 7 | 3.00 | 2.00 | 0.10 |
| OTHER | : 0 | 0.00 | 0.00 | 0.00 |
| D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED | : 3 | 2.50 | 0.00 | 0.05 |
| POST INITIATED | : 11 | 8.00 | 1.00 | 0.18 |
| E. COMMUNICATIONS ACTIVITIES | : 3 | 2.00 | 0.50 | 0.05 |
| F. INVESTMENT ENQUIRIES FROM CANADA | : 9 | 3.50 | 1.50 | 0.10 |
| FROM TERRITORIES | : 16 | 3.00 | 0.50 | 0.07 |
| G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA | : 0 | 0.00 | 0.00 | 0.00 |
| CONNECTIONS ARRANGED | : 0 | 0.00 | 0.00 | 0.00 |
| H. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST | : 1.50 | 1.50 | 0.00 | 0.03 |
| I. SERVICE REQUESTS FM GOV'T SOURCES | | | | |
| NGO | : 1 | 0.50 | 0.00 | 0.01 |
| HOST GOVERNMENT | : 3 | 2.00 | 0.50 | 0.05 |
| OTHER DEPARTMENT | : 6 | 4.00 | 1.00 | 0.10 |
| PROVINCES/MUNICIPALITIES | : 11 | 4.00 | 2.00 | 0.12 |
| J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. | : 5.00 | 5.00 | 0.00 | 0.10 |
| LEAVE, PROFESSIONAL DEVELOP | : 11.50 | 11.50 | 3.00 | 0.29 |
| K. SERVICE TO OTHER MISSION PROGRAMS | : 1.50 | 1.50 | 0.00 | 0.03 |
| L. TOURISM PROGRAM ACTIVITIES | : 0.00 | 0.00 | 0.00 | 0.00 |
| ***** TOTALS ***** | | 100.00 | 100.00 | 4.00 |

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 26
FROM TERRIT : 43
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 176
FROM TERRIT : 367

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 22

NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 2
-LOCALLY ENGAGED : 2